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## COVID-19 UPDATE

A Message To Our Valued Customers:

Sign Pros is open for business with all departments operational. We are, however, having labor and supply chain issues related to COVID-19 that may have an effect on certain products and services. We are also still operating with COVID-19 protocols in place that affect the way we conduct business.

The primary supply issue we're experiencing is availability of plywood. We're doing our best to purchase material that is available, but our region is running short. This shortage is resulting in delayed lead times and price increases on plywood products. Also COVID-19 related labor issues are causing some orders to take longer than expected, so please place your order early and expect delays in some cases.

COVID-19 protocols prevent personal meetings at our facility. We instead ask that our clients and employees interact remotely via telephone, email, internet services, etc. Offsite meetings (site surveys, etc.) can be scheduled provided that WA State and CDC recommended guidelines are followed (use of PPE and social distancing). Will call orders may be picked up during business hours, and our staff will ensure no-contact transfer by bringing your order out to you.

Thank you for your patience and understanding during these very challenging times.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Foltz", written in a cursive style.

Ken Foltz

President